

Addendum I Inflow and Infiltration Program Assessment and Compliance Project

Posting Date: April 5, 2018

In published Request for Qualification (RFQ) for I&I Program Assessment and Compliance project, please note the following updates:

1. **Q:** Section 2.3 Project Team states “ The project team shall consist of members with demonstrated nationally recognized knowledge and experience in wastewater utility I/I programs, utility regulations and compliance, service area sewer systems composed of multiple sewer agencies , and I/I data collection and analysis.” Can you please provide an interpretation of or the intent of this requirement, in particular the use of the word “nationally”?

A: We are looking for a project team that has significant experience working with multiple utility agencies and is recognized and known nationally for its efforts, knowledge, and experience in the areas identified in the statement.

2. **Q:** How many firms does ReWa anticipate shortlisting after the Request for Qualifications stage?

A: This will depend on the number of qualified packages that we receive. ReWa anticipates at least three.

3. **Q:** Will formal proposals be required for Step 2 or will additional information required between Step 1 and Step 2 be presented as part of the Step 2 interview?

A: Shortlisted firms will be required to develop and present a program approach that will incorporate ReWa’s goals as part of Step 2. A Step 2 pre-submittal meeting will be held to provide the shortlisted firms with information that will include, but not limited to, existing agreements with subdistricts, sample I/I and rainfall data, ArcGIS data, current I/I reduction method, and samples of subdistricts’ annual reports. No additional information will be required between Step 1 and the Step 2 pre-submittal meeting.

4. **Q:** Section 4.0 part “e” of the Request for Qualifications lists level of effort as part of the evaluation criteria. Section 2.7 states a more detailed projected man-hour level of effort will be required of the shortlisted firms. What information do proposers need to provide to be responsive to the qualification evaluation criteria?

A: Sections 2.1 through 2.6 identify what information will be required for Step 1 portion of the selection process. A detailed man-hour level of effort is not required for Step 1. Shortlisted firms will provide this detail in Step 2.

5. **Q:** Is there an anticipated annual budget for the selected program manager? This information will be helpful when developing a schedule, level of effort, and identifying staff availability for the program.

A: There is no current budget projection for this effort.

6. **Q:** Section 2.9 – Previous Work with ReWa states to provide our previous work awarded and/or completed with ReWa in an Excel spreadsheet. Is there a timeframe of how far back you want this information (i.e., 5 years)? Also, do we need to provide an Excel spreadsheet as part of the CD copy or can it just be part of the PDF?

A: There is no limit (timeframe). The spreadsheet can be included in the PDF. A separate excel spreadsheet file is not required.

7. **Q:** The I/I Program seems to span across multiple departments at ReWa (compliance, engineering, etc.). Does ReWa anticipate the selected firm reporting to one or multiple departments?

A: The project will be managed by the Engineering Department. Although primary communications will run through the Engineering Department, at times there may be direct communications with other departments.

8. **Q:** Can you explain what ReWa is looking to see in Section 2.1 (Eligibility Support)?

My understanding is that we show:

- a. Main/Prime firm – location of offices
- b. Partner / Team members (if any) – location of offices
- c. Firm and Partner/Team (if any) employee status – SC resident status for all org chart members

Can you please confirm or provide more instruction for this and include as part of an addendum?

A: Firms responding shall identify the office location(s) of staffing that will be utilized on this project. Firms shall also clarify the SC residency status of participating staffing. This also applies to potential subcontracting firms partnering with the prime firm.

If you have any questions and/or concerns, please do not hesitate to contact Stephanie Selman stephanies@re-wa.org or Julie Dacus at julied@re-wa.org.